

Pregnancy Maintenance Initiative (PMI) 2017-2018

Date Generated: 03/17/2017

Embrace of Wichita

Period: 07/01/2017 - 06/30/2018

Filter(s): Embrace of Wichita;

Grouping A - Administration and Management

Goal: A.1 - Capacity building and accountability

Start Date:

End Date:

Attach proof of Non-Profit Status (501(c)(3))

Did you attach your Non-Profit Status (501(c)(3))?: Yes

List your PMI Program staff names, positions and email addresses (Note the staff member who is the Primary Point of Contact):

Tim Quiggle - Executive Director - PMI Administrator - tquiggle@embracewichita.org

Jean Fay - Resource Manager - PMI Case Manager - jfay@embracewichita.org ***Primary Point of Contact

Alana Tims - Center Director - PMI Coordinator - atims@embracewichita.org

Attach an Agency Organizational Chart

Did you attach an Agency Organizational Chart that clearly identifies where the PMI section falls within the agency and the staff associated?: Yes

Strategy: A.1.1 - Build internal capacity

Start Date:

End Date:

Summarize your staff management plan to include verification of staff licensure, documentation of mandated training, performance appraisal process and professional development plan.: Requirement for all new staff:

1. Provide proof of license and documentation of mandated training.
2. Provide proof of auto insurance and agreement to background check. CPR certification is provided by Embrace every 2 years and well as yearly OSHA training.
3. All new employees receive a 90 day evaluation by the Administrator, (Executive Director) followed by a 6 month evaluation the first year of employment. Yearly evaluations are received thereafter. The Administrator and Coordinator are available daily as needed for ongoing questions and training needs.
4. It is the commitment of Embrace to encourage and support continuing education. Embrace provides 2 in-house in-services annually on varying topics related to clinic activities. These are free to staff and volunteers. All requests for continuing education, seminars etc. are submitted in writing to the Executive Director for approval. Clinic funds are available for all or partial reimbursement with approval from the Executive Director. Staff educational needs related directly to the PMI program will be provided to maintain a quality program. All mandated training for the PMI program will be allowed and supported by Embrace.
5. Staff confidential employee file: All mandated training will be documented and kept in the confidential employee file. This file holds all required documentation for employment and health.

Requirement: A.1.1.1 - Attend annual meeting/training provided by KDHE

Start Date:

End Date:

Requirement: A.1.1.2 - Provide orientation and training of new staff

Start Date:

End Date:

Describe your process for orienting and training staff new to the PMI program.: Training and Orientation for the PMI program

All new employees will undergo mandated Embrace Clinic new employee orientation: This includes review and agreement with policy manual, PMI program requirements, PMI paperwork, PMI reporting requirements, Case Management, OSHA training, Health and Safety training and general review of Embrace Clinic policy and procedures. New staff will be required to spend time with our current PMI case manager for hands on training and orientation to the PMI program.

Requirement: A.1.1.3 - Develop a method for recruiting selecting, and training staff

Start Date:

End Date:

Strategy: A.1.2 - Communicate and coordinate local work with State staff

Start Date:

End Date:

Requirement: A.1.2.1 - Submit Financial Status Report and Client Demographic Summary quarterly

Start Date:

End Date:

Requirement: A.1.2.2 - Submit Quarterly Progress Report

Start Date:

End Date:

Requirement: A.1.2.3 - Participate in site visits and technical assistance calls as requested by the State

Start Date:

End Date:

Goal: A.2 - Program evaluation

Start Date:

End Date:

Strategy: A.2.1 - Develop a program evaluation process to ensure services are provided as proposed

Start Date:

End Date:

Summarize your program evaluation methods to include how you will expand services to meet community needs.: Client interviews and the PMI Client Satisfaction Survey will be used as evaluation tools to assess satisfaction and ability to access community resources. Client Interviews will assess: if referrals appropriate and meeting the client's needs, needs that clients are expressing that lack timely and accessible referral sources, clients ability to consistently access the community referrals, barriers to access and client participation rates. The Administrator, Coordinator and Resource Manager, working as a team, will meet monthly reviewing active client cases, recent interviews and completed PMI Client Satisfaction Surveys to evaluate the success of the PMI program and its effectiveness. Additional referrals and/or changes to the program will be adjusted as needs are identified.

Requirement: A.2.1.1 - Develop and use a client satisfaction survey

Start Date:

End Date:

Attach a Client Satisfaction Survey in the attachment section above

Did you attach a Client Satisfaction Survey?: Yes

Requirement: A.2.1.2 - Develop and maintain program policies and procedures that are based on program standards and guidelines.

Start Date:

End Date:

Strategy: A.2.2 - Create and maintain a functioning advisory group.

Start Date:

End Date:

Describe your PMI Advisory Group membership and frequency of meetings.: PMI Advisory Group will consist of a minimum of the Resource Manager, at least (1) one board member, (1) one community-at-large member and (1) past/previous client member. This group will meet quarterly to evaluate ways to increase participation, awareness and overall effectiveness of the PMI program. In addition to quarterly meetings, the use of group e-mail forums and/or other Social Medias may be used to provide additional feedback.

Requirement: A.2.2.1 - Composition of the advisory group will reflect the community (race, ethnicity, SES)

Start Date:

End Date:

Requirement: A.2.2.2 - Regular meetings will be held and minutes of the meeting kept

Start Date:

End Date:

Grouping B - Data and Information

Goal: B.1 - Measure program impact

Start Date:

End Date:

Describe your program goals, objectives and outcome measures.: The program goals are to: equip clients to complete personal goals, access community services, that will increase self-sufficiency and care for their families, provide quality services and community referrals that will increase the likelihood of a positive pregnancy outcome. PMI objectives are to: provide an initial assessment of client needs, identify client desired goals, provide follow-up appointments that encourage client progress and identify additional needs through in-house services and community referrals. Desired outcome measures are to: encourage every positive pregnancy test client to engage in PMI services and enroll 150 positive pregnancy test clients in PMI services (approximately 33% of our positive pregnancy test clients) with a 75% successful completion rate.

Strategy: B.1.1 - Develop an evaluation tool to measure program effectiveness**Start Date:****End Date:**

How will you measure effectiveness of services, interventions and referral networks?: During a client's initial meeting or first follow-up visit with the PMI Resource Manager, client directed goals will be established. Additional visits with each client will assess client's progress towards these goals and identify any other needs. When appropriate, the PMI Resource Manager will assess the referral sources for effectiveness, timeliness, consistency of services provided and the degree of ease for clients to connect with referral resource. The PMI Resource Manager will also assess the client's effort/ability to initiate connection with referral resource and successful completion of goals. Follow-up visits will be scheduled at least once/month and determined by client need and desire.

The PMI Resource Manager will attempt to meet with each positive pregnancy test client on the day the test is performed. If either party is not available at this time a brief assessment of client's need and desire to participate in PMI services will be conducted by the Embrace Volunteer. Intake appointments will then be scheduled when available. If the Resource Manager determines a referral source to be inadequate in meeting a client's need, other community resources may be explored. The Resource Manager will make personal visits to community referral sources to increase efficiency and communication as time allows. Contact with each referral source will be done at least once/year.

How will you ensure services provided are those needed by clients?: At Embrace, clients complete a Request for Services that obtains specific demographics. These demographics are entered into a database. This database allows Embrace to identify trends in income levels, education backgrounds, health care access and general needs of our clients. During their initial appointment, trained volunteers are used to interview each client, assessing for their individual needs. Clients that express needs that might be addressed through the PMI program will be referred to the Resource Manager.

The PMI program is voluntary and client driven. Those clients that express a desire to explore PMI services will be scheduled an Intake appointment with the Resource Manager. During the Intake appointment the Resource Manager will do a thorough needs-assessment, identifying strengths and needs of each client. Once the Intake and Needs Assessment is completed clients will self-identify needs. The Resource Manager will assist as needed to brainstorm goals and action steps achieve a healthy pregnancy and sustainable lifestyle.

Describe your plan for collecting and entering client information into DAISEY (KDHE approved data system), including who will collect the information, how it will be collected and when it will be entered. If you also enter client data in another system, include the name of the system (Insight, Nightingale Notes, etc.): Data will be collected at each meeting by the Resource Manager using program specific paperwork. Data will be entered into DAISEY by the Resource Manager on a weekly basis. The Resource Manager will properly document all client contact in the primary client file within 72 hours of the contact. The Embrace Data Administrator will be responsible for entering all data contact into eKYROS (web-based software) within a 7 day period. All client files are kept in a secure location on-site.

Attach a current DAISEY Terms of Use Agreement signed by your agency for FY 2018 (electronic or handwritten signatures are acceptable).

Did you attach a signed DAISEY Terms of Use Agreement for FY 2018?: Yes

Requirement: B.1.1.1 - Gather and use data to plan and evaluate interventions and referral networks

Start Date:**End Date:**

Requirement: B.1.1.2 - Gather and use data to assess program impact

Start Date:**End Date:****Grouping D - Interventions to Improve Public Health**

Goal: D.1 - Provide services to enable pregnant women to carry their pregnancies to term

Start Date:

End Date:

Describe services to be provided to pregnant women that will enable them to carry their pregnancies to term. Note the strategies and curriculums used and note whether or not they are evidence-based.: Embrace believes in a holistic approach to health and wellness which includes care for their physical, emotional and spiritual health. Clients are offered a free pregnancy test provided by a mentoring volunteer. The volunteer provides encouragement, support and a listening ear throughout the pregnancy. Embrace recognizes PMI services are primarily directed to the expectant mother while at the same time valuing the impact of an involved, committed and responsible father. Fathers are encouraged to participate in all Embrace services, including the PMI program.

The PMI program provides support to expecting mothers through frequent appointments and continual needs assessment. Each monthly appointment, the Resource Manager reviews previously identified goals, prior referrals and any additional needs. The Resource Manager is available to take crisis phone calls when the center is open and can provide referrals via phone or email when necessary.

Clients are offered an early limited obstetrical ultrasound by a nurse practitioner or R.N. This is an opportunity to verify the pregnancy as viable and intrauterine, establish gestational age and provide education on substance abuse, diet and nutrition, growth and development and early problem intervention. In addition, the limited sonogram is a first step to accessing quality health care to ensure positive pregnancy outcomes.

Embrace provides educational classes which include: Parenting Pays; emotion coaching, relationships, parenting skills, etc. Doctor Dad/Mom; baby nutrition, breastfeeding, establishing a safe environment, shaken baby syndrome, first aid, illness, swaddling etc. Done with Drama; how to establish a healthy relationship and good boundaries. Deliberately Different; the equal but different roles of a father and mother. Love Connections; exploring baby bonding skills. Other provided classes include budgeting/finance and childbirth education. Embrace classes are not evidence based but are seen as best practice. Professional sources are used and cited. All classes have been approved by the Embrace Medical Director, Melissa Hague, M.D. OB-GYN. Classes are free of charge and open to all clientele and/or their partner. Upon successful completion of class (all classes attended) clients may choose from one of two material support incentive packages. Clients may choose to receive a one-time gift called a Layette (a mixture of needed baby supplies such as diapers, formula, cloths, quilt, burp rags, shampoo, lotion etc.) or a monthly incentive package (supplemental diapers, formula, wipes and clothes once per month) for the first year of the baby's life. Embrace STD clinic is available as needed and provides free STD testing and treatment. Clients are offered ongoing counseling with a professional counselor as needed. Embrace counseling services are directed by Raquel Moeder, LCMFT.

Estimate the total number of clients to be served during the grant period.: 200

Estimate the number of new enrollees to be served during the grant period: 150

Select all counties to be served below

County: Butler; Cowley; Harper; Harvey; Kingman; Reno; Saline; Sedgwick; Sumner

Strategy: D.1.1 - Assure that no individuals unable to pay will be denied pregnancy maintenance services

Start Date:

End Date:

Requirement: D.1.1.1 - Have on file written protocols that clearly outline how the local pregnancy maintenance services are to be implemented

Start Date:

End Date:

Strategy: D.1.2 - Adoption services and pregnancy education will be part of the program

Start Date:

End Date:

Describe the adoption services and pregnancy education to be provided as part of the program.: Each positive pregnancy test client and partner (when present) is given an opportunity to consider and discuss the choice of parenting through adoption. If a client expresses interest in adoption the Resource Manager will provide a list of adoption providers including: Attorneys (Ann Rider and Doug Keeling), organizations (Lifeline Children Services , Lifetime Adoption, From Heart to Home Infant Adoption Services) and private placement adoption services (Circle of Love). During this appointment clients learn the different types of adoption available and what adoption might look like for them.

If further client adoption interest is desired, clients will be provided a copy of "So I was Thinking About Adoption" and a referral to the Embrace Counseling department will be made. Those clients that choose parenting through the choice of adoption will be provided on-going counseling, as requested by the birth-mother throughout the entire adoption process and can continue post-delivery as long as the client desires.

Requirement: D.1.2.1 - Case managers to attend adoption training class

Start Date:

End Date:

Requirement: D.1.2.2 - Provide plan for providing adoption as an option

Start Date:

End Date:

Requirement: D.1.2.3 - Provide adequate resources and referrals

Start Date:

End Date:

Goal: D.2 - The program shall not perform, promote or refer for education in favor of abortion.

Start Date:

End Date:

Can you provide assurances that the program will not perform, promote or refer for education in favor of abortion?: Yes

Strategy: D.2.1 - Provide assurances

Start Date:

End Date:

Grouping E - Communications and Promotions

Goal: E.1 - Increase public awareness of services and generate buy in

Start Date:

End Date:

Strategy: E.1.1 - Promote services to community

Start Date:

End Date:

How will you promote your Pregnancy Maintenance Initiative (PMI) services to the community?: Embrace has created a brochure that promotes PMI services. This brochure is being distributed to our community partners (GraceMed, DCF, local OB/GYN offices, Via Christi offices, Wesley Family Clinic, Wesley OB/GYN Clinic, USD 259 schools, KCSL, Rainbows United, 60+ local churches, WSU, Butler, Friends University, the Wichita Catholic Diocese, Sedgwick County Health Department and many more local organizations/businesses) along with personal visits by the Resource Manager explaining PMI services. Embrace is promoting the PMI program on our Website, Facebook, monthly electronic email, quarterly donor mailings, In-service training to 30+ volunteers at Embrace. PMI baby bottles are being created as a promotional item to take to community events along with Embrace pens and information.

Strategy: E.1.2 - Planned outreach activities

Start Date:

End Date:

What are your planned outreach activities?: We are actively making visits to community resources, providing brochures of Embrace services. A thermos is being created to deliver to local doctors with information about Embrace/PMI program services. A short Power-Point has been created and placed on a hand-held tablet, which is being placed in local OB/GYN offices with a basket of muffins for staff and brochures promoting PMI services. The Executive Director is collaborating with area Wichita Catholic Diocese Respect Life Director, Bonnie Toombs to explore ways to promote/offer PMI services to local parishes that have large populations of low-income parish members. Booths at various community events, information/health fairs to promote PMI services.

Strategy: E.1.3 - Target and recruit clients

Start Date:

End Date:

Grouping F - Partnerships

Goal: F.1 - Collaborative partnerships with community providers

Start Date:

End Date:

Strategy: F.1.1 - Build and maintain local partnerships

Start Date:

End Date:

Requirement: F.1.1.1 - Develop and maintain collaborative partnerships with community providers of related services**Start Date:****End Date:**

Identify your key partners including community-based health, social service providers, and Maternal and Child Health (MCH). Describe how you collaborate to ensure needed services are provided.: Embrace is part of several local coalitions (GWFC, WCACFRT, SCECCC, Project Imprint, Rotary, EAN) aimed at helping the citizens of the Greater Wichita Community to receive the necessary services so that children/families can thrive physically, educationally, emotionally, economically and spiritually. Embrace plays an active role in many of these coalitions and maintains contact with members often on a monthly basis. Embrace staff regularly spends time in the community at health fairs, community events and personal visits to maintain and foster each of these relationships. The following are community coalition members and/or organizations that have a working relationship with Embrace:

1. Sandra Zeh-KDHE KanCare Outreach Coordinator
2. W.I.C.
3. Community Health Clinics: Hunter Health, GraceMed, Guadalupe, E.C. Tyree, Mother Mary Clinic, Wesley Family Practice, Wesley Women's Clinic, Via Christi Family Medicine, HealthCore.
4. Homeless shelters: Harbor House, Wichita Children's home, and the OZ center, YMCA, Union Rescue Mission, and Catholic Diocese of Wichita.
5. Local OB-GYN's: such as Mid-Kansas Women's Center, Heartland Women's Health, Associates in Women's Health and Wichita OB-GYN's.
6. USD 259 Public school system
7. Local church network of 60+ actively supportive churches
8. Wichita Catholic Diocese
9. Substance Abuse Center of Kansas
10. United Way 211
11. Healthy Babies
12. Fresh Hope
13. His Helping Hands
14. Episcopal Social Services: meals, job training, transportation, employment resources.
15. Screen for Success: Developmental screening for children birth to 5 years old
16. Head Start, Rainbows: Child care
17. Wichita Bus Line
18. The Lord's Diner: food
19. Learning Connection, K-12 schools: diploma program

This list is not exhaustive and is a continuing work in progress. The PMI program has allowed Embrace to develop relationships to a greater capacity with additional community resources.

Requirement: F.1.1.2 - Develop referral sources for related services**Start Date:****End Date:****Requirement: F.1.1.3 - Track referrals made and outcomes of those referrals****Start Date:****End Date:**

When referring for services outside the program, what are the processes for initiating referrals and for follow-up after referral to ensure clients engage in the services?: After clients have created self-identified goals a customized list of referral sources will be provided to clients assisting them with accessing outside referrals to meet these goals. Through one-on-one follow-up appointments the Resource Manager can provide timely referrals, assist clients experiencing barriers in accessing services, follow-up on client's compliance and provide additional resources as identified.

When appropriate, the Resource Manager will help initiate contact with these referrals to ensure the best client care possible. Embrace maintains close partnerships with the above agencies and keep updated on the appropriate procedures needed to access their services.

When a written referral is required by specific community organizations, the Resource Manager will complete a referral in a timely fashion to ensure clients receive applicable services to promote a healthy pregnancy outcome.